

## Filing a communication in the United States International Preliminary Examining Authority (IPEA/US) other than the Demand or accompanying documents

**For Any Questions Relating to PCT documents,  
please contact the PCT Help Desk:**

**Phone: (571) 272-4300  
Hours: M-F 9am – 4:30pm**

**Fax: (571) 273-0419  
24 hrs/day**

### The following documents are often used when filing a communication with the IPEA/US:

- CHII - Request for rectification – IA
- CHII - Response to Invitation to Correct Defects in the Demand (Response to Form PCT/IPEA/404)
- CHII - Response to written opinion of the international preliminary examining authority (Response to Form PCT/IPEA/408)
- CHII - Request to withdraw as attorney – IA
- CHII - Request to withdraw designation – IA
- CHII - Request to withdraw priority claim – IA
- CHII - Petition for review and processing by the PCT Legal Office
- CHII - Request for Recording of a Change under PCT Rule 92*bis*
- CHII - Misc. Incoming Letter from Applicant - IA
- CHII - Request for reconsideration – IA
- CHII - Article 34 amendments to the description and/or drawings
- CHII - Article 34 amendments to the claims
- CHII – Fee payment – International Application

EFS-Web Doc Code Category	EFS-Web Doc Code Description	Business Process	Doc Code in Transaction History	Form Type Number	Printable Image Sample Document
<b>Documents descriptions labeled as “CHII” should only be used when corresponding with the USPTO in its capacity as International Preliminary Examining Authority (IPEA/US).</b>					
PCT – Change Request  OR  PCT – General Transmittal	CHII - Request for rectification - IA	Under PCT Rule 91, the applicant may request that obvious errors in the international application or other papers submitted by the applicant may be rectified. (Chapter II)	P2.REQ.RECT		
PCT – Form	CHII - Response to form PCT/IPEA/404	If certain defects are noted in the Demand, the IPEA invites the applicant to make correction by sending a form IPEA/404. Applicant is expected to submit corrections within one month.	P2.RESP.404		

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PCT – General Transmittal	CHII - Response to form PCT/IPEA/408	The applicant is entitled to submit a response to the written opinion (Form IPEA/408). If the response includes amendments, it should be indexed as P.ART34.CLM (for claims) or P.ART34.A (for other parts of the application)	P2.RESP.408		
PCT – Change Request  OR  PCT – General Transmittal	CHII -- Request to withdraw as attorney - IA	Under PCT Rule 90.6(d), an agent or common representative may renounce his appointment by a notification signed by him. (Chapter II)	P2.WD.ATTY		
PCT – Change Request  OR  PCT – General Transmittal	CHII -- Request to withdraw designation - IA	Under PCT Rule 90bis.2, the applicant may withdraw the designation of any designated State at any time prior to the expiration of 30 months from the priority date. (Chapter II)	P2.WD.DES		
PCT – Change Request  OR  PCT – General Transmittal	CHII -- Request to withdraw priority claim - IA	Under PCT Rule 90bis.3, the applicant may withdraw a priority claim made under Article 8(1) at any time prior to the expiration of 30 months from the priority date. (Chapter II)	P2.WD.PRIORIT		
PCT- Petition	CHII- Petition for review by the PCT legal office.	An incoming petition from applicant is sent to the official who has been delegated with the authority to decide the petition. Some petitions are delegated to the Patent Cooperation Treaty Legal Administrator to act on the decision or continue prosecution.	PET.P2.PCT		
PCT – Change Request	CHII -- Request for recording of a change/ PCT Rule 92bis	Under PCT Rule 92bis, the applicant may submit changes to the person, name, residence, nationality or address of the applicant, inventor or agent (attorney)	P2.92BIS		
PCT – General Transmittal	CHII - Misc. communication from Applicant - IA	Miscellaneous incoming communication from the applicant concerning an international application. (Chapter II)	P2.LET		
PCT – General Transmittal	CHII - Request for Reconsideration – IA	Request for Reconsideration - IA (Chapter II)	P2.REQ.RECON		

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PCT - Amendment	CHII - Amendments to descriptions/ drawings - PCT Art. 34	Under PCT Article 34, the applicant may submit amendments to the description and drawings prior to preparation of the International Preliminary Examination Report.	P2.ART34.A		
PCT - Amendment	CHII - Amendment to the claims - PCT Art. 34	Under PCT Article 34, the applicant may submit amendments to the claims prior to preparation of the International Preliminary Examination Report.	P2.ART34.CLM		
PCT – General Transmittal	CHII – Fee Payment – International Application	A payment of fees by the applicant either in response to an invitation therefore (RO/102, RO/133, IPEA/403 or IPEA/440) or, as sometimes happens, spontaneously.	P2.FEE.PYMT		